

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 3126

**TITLE:** PUBLIC HEALTH NURSE II

**GRADE:** S-23

**DEFINITION:**

Under general supervision, provides public health nursing services incorporating health promotion and disease prevention to individuals, families, groups, and/or targeted at-risk populations; health services are provided to members of vulnerable or at-risk populations, including clients that have uncommon or undiagnosed health problems with unpredictable outcomes in the home, clinic, school, or other community locations; supervises paraprofessional health care providers including clinic room aides, volunteers, and student nurses; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

This class differs from Public Health Nurse I in that the former functions at the entry-level with direct access to nursing and medical professionals on day-to-day responsibilities whereas the latter is at full performance level with greater independence and decision making responsibilities such as selecting the appropriate methods and procedures for completing tasks. This class also differs from Public Health Nurse III in that the latter either has greater management responsibilities, exercising supervision over paraprofessional and professional staff, or provides oversight of a county-wide nursing specialty area.

**ILLUSTRATIVE DUTIES:**

Provides nursing services (e.g. pregnancy testing, maternity, and foreign travel immunization, sexually transmitted diseases, tuberculosis, and ambulatory care) to individuals, families, groups, and/or targeted at-risk populations in the home, clinic, office, or community setting;  
Complies with professional standards, policies, regulations, and procedures based on federal and state laws and regulations and County community health policies and procedures;  
Plans for and participates in health screening and assessment activities such as school/community immunization clinics and hepatitis B or PPD clinics;  
Administers diagnostic and screening tests for communicable diseases, maternity, psychosocial, mental, and other health care needs;  
Gathers health and social histories from clients using a standard protocol;  
Performs total client assessment by aggregating, analyzing, and interpreting health assessment findings to determine health care needs;  
Acts as case manager to establish appropriate care plan for individual clients and client groups;  
Implements and adjusts client's health care plan accordingly and administers treatments and medication as directed;  
Identifies high-risk groups and participates in developing appropriate health care plans;  
Documents health care service utilization, client outcomes, and information regarding referrals and follow-up of suspected deficiencies (e.g. scoliosis, vision or hearing defects);  
Aggregates and reports statistics across cases, according to established policies, protocols, and procedures;  
Provides input into client education needs and learning objectives;

Develops teaching plans and contributes to the development and delivery of health education classes to community groups;  
Responds to or seeks information on responses to complex questions from clients, the public, and other health care providers, including questions about community resources;  
Plans, implements, and evaluates community or school education programs (e.g., health promotion, safety, universal precautions, HIV/AIDS education);  
Participates in County nursing groups, task forces, committees or subcommittees, and in inter-/intra-departmental nursing committees and subcommittees;  
Serves as a liaison between the County's health departments and other entities within and outside of the County (e.g., school system, agencies with other counties) to ensure effective delivery of public health services;  
Provides screening of individuals in high-risk groups via community health fairs and/or senior site programs, and intervenes on behalf of individuals in need;  
Participates on inter-/intra-agency case management teams, providing consultation and nursing services;  
Interprets guidelines and assists the community and schools in the implementation of federal, state, and County regulations, including Part H, child abuse reporting, communicable disease control, and immunizations.  
Supervises paraprofessionals, aides, students, volunteers, and outreach workers;  
Participates in inter-/intra-departmental nursing committees and subcommittees;  
Attends discipline-specific training and workshops;  
Orients and coaches new employees;  
Assists in training new employees by teaching documentation and demonstrating procedures according to established policies, protocols, procedures, and guidance.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of nursing and public health theories, principles, practices, methods, processes, and procedures required to provide public health nursing;  
Knowledge of human growth and development, anatomy and physiology, pharmacology (e.g., side effects, contraindications), preventive medicine, epidemiology, and nutrition;  
Knowledge of current practices in public health nursing service delivery;  
Knowledge of available community resources for referral or the ability to rapidly acquire such knowledge;  
Knowledge of documentation, nursing diagnosis, and quality assurance;  
Knowledge of professional standards of nursing practice;  
Knowledge of applicable federal, state, and County laws and regulations;  
Knowledge of County Health Department policies and procedures;  
Ability to perform technical and complex nursing procedures (e.g., injections, venipuncture, blood pressure screening, STD check, tube feeding, nebulizations), administering treatments and medications, and using medical equipment in delivering services to clients;  
Ability to perform emergency treatment(s), with limited supervision, for life threatening conditions;  
Ability to develop and maintain effective working relationships with others, including those from varied backgrounds and different situations, in individual and team-based settings;

Ability to handle contentious interactions, especially with those who may appear difficult, hostile, or distressed;

Ability to identify problems and make sound, well-informed, and objective decisions or judgments relating to client health care;

Ability to assess the quality, appropriateness, implications, and impact of decisions or judgments made by others and identify courses of corrective action, where appropriate;

Ability to communicate effectively, both orally and in writing, with individual or small and large group interactions;

Ability to provide health training to clients and families with complex, multiple health needs, using knowledge of adult learning concepts;

Ability to accurately maintain client medical records and information (e.g., filing, retrieval, recording, and archiving) and to protect the privacy of clients served;

Ability to use technology to document, file, retrieve, make adjustments to medical records or information, and communicate or share public health information in the appropriate format;

Ability to assign paraprofessionals, volunteers and students according to ability level and set work priorities according to clinic and/or caseload demands.

**EMPLOYMENT STANDARDS:**

Any combination of education, experience, and training equivalent to:

Graduation from a college or university accredited by the National League for Nursing with a bachelor's degree in Nursing; **PLUS**

One year of work experience in a public health/community health setting; or

Two years of full-time post-licensure experience as a nurse in an equivalent health care setting whose focus was primarily prevention services and community education.

**CERTIFICATES AND LICENSES REQUIRED:**

Possession of a current license to practice as a Registered Nurse in the Commonwealth of Virginia;

Selected positions or area(s) of assignment may require the incumbent to possess a valid Motor Vehicle Driver's License.

**NECESSARY SPECIAL REQUIREMENTS:**

Selected positions or area(s) of assignment will require the incumbent to successfully complete a state criminal history record check prior to appointment.

REVISED:	July 8, 2006
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